

FEDERAL CITY PERFORMING ARTS ASSOCIATION, INC.

Meeting
Board of Directors
Levine School of Music
8 FEB 87 1:00 P.M.

PRESENT:	ABSENT:	ALSO PRESENT:
Brayton	Rettenmaier	Kremer
Bohn	Reynolds	Trinkley
Cooper	Rosendall	Maddox
Herman	Sabacek	
Lester	Van Luyn	
Powers	Ziskind	

1. CALL TO ORDER:

HERMAN Called meeting to order at 1:10 P.M.

2. MINUTES:

VAN LUYN Moved to accept the minutes of the last meeting.
CARRIED.

3. MUSIC DIVISION:

TRINKLEY Questioned do we have a GALA Representative, and if not can we name one.
We only have a large choruses coordinator.
HERMAN SISSON's illness has prevented finalizing for June, however all is in order.
TRINKLEY Concert will be Berlin to Beatles era.
No guest artist is planned; small ensembles will perform.
RESNICK's group may be hired.
No big orchestral/instrumental complement is planned.
BOARD Discussed length and number of concert intermissions for June.
TRINKLEY Would like 2 sets, and one intermission.
BOARD Reviewed "March on Washington" Concert.
Denver Women's Chorus is scheduled to perform, too.
A bandstand/stage will be set up on the Mall on Sun., we may participate there too.
The nature of the political event was discussed.
TRINKLEY The NYC Chorus wants to perform at the concert.
The Boston Chorus is interested in participating with some members.
ZISKIND This seems like a GALA problem.
HERMAN We are appearing on another organization's program as a paid group.
All questions should be referred to Don NIEHUS.
NIEHUS will request volunteer assistance with various aspects of the event from the community.
Can we do some of the music at the bandstand--if it is legal?
LESTER Large audience and press make this a publicity event.
MADDOX We belong there.
TRINKLEY University Homecoming is now 10OCT87--will work on a resolution of the problem.
We have songbook material for outside.
We will have to look to microphones and amplification and a true performance, or to tape accompaniment.
HERMAN Will get back with NIEHUS with positive interest.
TRINKLEY The concert is a major appearance, and should be treated as a major concert.
We must directly relate our performance to the event in musicality and thematic appropriateness.
TRINKLEY Has had tentative discussions with the Windy City Chorus (Chicago IL). Our appearance there is possible in 1989--perhaps on our way to GALA III.

TRINKLEY Proposal for 1987-1988 Concert Season:
 OCTOBER guest appearance (1/2 concert)
 HOLIDAY concert in a church (full GMCW event)
 APRIL as a joint concert with Windy City in a
 major concert hall (joint concert)
 GAMMA MU, 14 May (paid performance, extended set)
 JUNE as a smaller concert, with a guest artist
 or group (full GMCW production)
 ZISKIND Long-range planning is important.
 Look, for example, to Boston.
 MADDOX This is a full set of things to do.
 RETTENMAIER We do not have to travel if we have a group here.
 It is not necessary to have immediate reciprocity
 in trading gigs.
 HERMAN BRAYTON, SABACEK, and TRINKLEY will coordinate
 planning.

4. PRODUCTION:

BRAYTON A National Theater Benefit for Aids is proposed for
 17APR87.
 ZISKIND This is to draw from the gay community--we will only
 be cutting in to our own audience.
 HERMAN Wants us to be involved in a major production with
 top performers.
 MADDOX We should specify the bill if we are to perform.
 SABACEK If it was properly packaged, it would draw more than
 the gay community. is further.
 We should investigate this further.
 BRAYTON Presented financial statement for "Home for the
 Holidays".
 Presented budget for "Encore".
 BOARD Thanked TRINKLEY for his major work in arranging for
 GMCW for "Home for the Holidays".
 BRAYTON Reviewed soliciting for Golden Gate Choral
 Foundation.
 Has sent a letter to Mr. WEST at UDC.
 BRAYTON Bob JONES is working on a larger church for the next
 holiday concert,
 SABACEK Reviewed problems with riser and set strike after
 performances.
 We should investigate what can be done to alleviate
 the problems.
 RETTENMAIER Is a mover interested in quoting on the job?
 Moving risers only is not too difficult/onerous a
 task; dismantling lights, decor, stage, etc. is
 what kills us.
 Some would rather not sing if they had to do all this
 VAN LUYN This will be a major job and expense for June.
 BOARD Reviewed logistical problems with bars, liquor, and
 tables for June.
 LESTER We must look to labor, costs, and risks.
 HERMAN Perhaps we can negotiate with an advertiser for a
 discount or gratis service.
 MADDOX We should look at 1) Risers, 2) All the other stuff.
 ZISKIND This is not in the budget.
 BRAYTON There are membership responsibilities.
 Will check for costs, etc.
 HERMAN Will check with BOHN and FORD on costs, feasibility,
 etc.

5. BUSINESS:

POWERS Insurance is in force with a policy. ca. \$2.2K.

6. MEMBERSHIP:

REYNOLDS Requests consideration of purchase of LOTUS/
SYMPHONY as integrated programs which membership is
using.
Will get with new members, and do follow-ups.
New members were introduced to section coordinators.
Tuxes are available through POWERS.
POWERS Will explain dues and tuxes at rehearsal.
ROYNOLDS Post concert for March:
Possible at POWERS'--will contact.
Investigated Annie's--not possible,
ROSENDALL Rosters, HF, etc. are not getting out to support
members; what can be done about this?
ZISKIND Supporting members are those who give specific
assistance to GMCW.
REYNOLDS KREMER is working on reviving alumni.

7. FUND-RAISING;

LESTER Presently updating donor lists.
LOTUS seems the program to use.
SABACEK MEEKS used LOTUS for the lists.
LESTER WALDO and BERGSTROM will coordinate with LESTER on
grants work.
Will apply for a DC Commission Grant for the 3rd
time.
Thank-yous are going out for our last fund raising.
ROSENDALL A foundation grant is proposed by Barbara KALLAUR;
she wants to work on an ambitious project
POWERS We should be as ambitious as we possibly can.
MADDOX We should look to our previous 2 grants and to our
5-year plan--and not contradict goals/objectives.
ROSENDALL There should be a hired office manager, and a
board of trustees.
HERMAN ZISKIND, please look to a board of trustees; check
with SOBUS.
BOARD Reviewed and enumerated projects:
*Performing in Kennedy Center, with Windy City.
*A tour of our own.
*Studio recording of GMCW.
One major thing per season
See sponsor's name in print.
Community outreach programs--other grants are
available for this.
Joint performances with other community
organizations.
Tapping into the Levine School.
Young artists series
SABACEK Look closely to what we are doing.
Think carefully of a manager and/or a board of
trustees.
LESTER Long range planning on Mardi Gras has evolved to
1987 Halloween.
Smaller fund-raisers are being looked at:
Guerrant-Holloway Concert
Popular, small group, evening concert.
Ceramics--coffee mugs, steins, etc.

8. PUBLIC RELATIONS AND PUBLICATIONS:

ROSENDALL Has a letter off to KALLAUR
"Encore" is in order.
Flyer should be in press this week.
RETENMAIER Commented on personal nature of characteratures.
BOARD This is Amy BURTON and the Chorus; we are in the
background.
ROSENDALL Requested the sense of the board for an Autumn-87
issue of Chorus Call.
Item is to replace season promotional materials and
one issue of Quarternotes.
Ca. 6000 pieces will be produced / 5000 to be mailed.
Ads will be sold to offset costs.
5000 pieces can be mailed for about \$500.
Mailing house fees add about \$300.
This is about 3-times the costs of flyers.
Printing will cost approx. \$5.K. for 6000 items.
This could be a small money-maker.

Contents:

The cover story would be the season--with a coupon and a business reply envelope.
Questionnaire.
Other chorus articles.
Self-promotion.
Educational material.

MADDOX There is a lot more work for another \$4.K of ads.
SABACEK We have never gotten Quarternotes out on schedule.
BOHN NYC needs advertizing because of their union halls.
Questioned the costs of Quarternotes vs. Chorus Call.
ROSENDALL Moved that an autumn edition of Chorus Call with a projected expense of \$8.K and projected income of \$5.K be approved.
MADDOX Add to what we have; do not increase tasks.
BOHN Can not support motion without a commitment to a management retreat before June.
SABACEK Called question.
CARRIED.

MOTION CARRIED. [7 AYE, 4NAY]

9. CAPITAL CLUB:

SABACEK Reviewed Capital Club letter outlining their accomplishments.
There will be an executive committee meeting on long-range planning, and on how to build more stability within the base of the club.
Capital Club would like a financial statement at their next meeting--7MAR87 at SUMNER residence.
Also spoke of a pre-printed donor acknowledgment form

10. LONG-RANGE PLANNING:

SABACEK Initial meeting was held with COOPER, KAUFMAN, SABACEK and VAN LUYN.
Committee reviewed:
Performance spaces and alterntives.
Joint concert with Windy City.
GALA III.
Out-of-town tours.
Performance with other local or area choruses.
ZISKIND Has received a letter from Richmond, VA, for a performance in the 1988-1989 season.

11. COMMUNITY LIAISON:

ZISKIND Nothing to report.

12. TREASURER:

BOHN Presented financial reports.
Check requests should have account/fund data attached
BOARD Applauded BOHN for his work on the financial records.
BOHN Is working with Paul CHANDLER and Doug THORN (Cap. Club) on computer and computerization.
BOHN Moved that he be authorized to purchase a 30MB hard disc drive for the IBM computer for \$490.00.
CARRIED.
BOHN Paper, printer cable, and surge protector will also have top be purchased.
BRAYTON Questioned the security of the building and our areas

13. THE REYNOLDS LETTER:

REYNOLDS Withdrew his letter, stating that he had not realized the extent of our participation in the "March on Washington" Concert.

14. JUNE CONCERT TAPES:

HERMAN They will not be duplicated.

15. SMALL ENSEMBLES:

TRINKLEY G.O. will be a part of the March concert.

16. OFFICE MANAGER:

HERMAN We will look to a paid position.

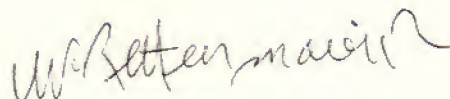
17. TAPES:

BOARD Spoke in general of tapes and the recording of our concerts.

18. ADJOURNMENT:

RETENMAIER Moved that the meeting be adjourned.
CARRIED.

Meeting adjourned 5:06 P.M.



W. F. RETTENMAIER, JR.
Secretary